



NATIONAL NON-DOMESTIC RATES: BUSINESS RATES LOCAL DISCOUNT APPLICATION FORM

To apply for the local discount scheme please complete this application form in BLOCK CAPITAL LETTERS and return it to the futureMerton team, Merton Council, Civic Centre, London Road, Morden, Surrey SM4 5DX together with copies of the following documents:-

- Accounts for the past two years for small businesses with a turnover of less than £6.5m. Any business with turnover greater than £6.5m will be required to submit audited accounts. In the case of a new business, estimates of annual income and expenditure. A comprehensive business plan incorporating a brief history of the business.
- A cash flow forecast for a minimum of the next twelve months.

If you require any assistance in completing this form, please contact the Business Rates Team either by telephone 020 8545 3751 or email business.rates@merton.gov.uk –

1. Name of Ratepayer Address of Property on which discount is being claimed.	
2. Ratepayer's address Email if applicable	
3. What is the rateable value of the property you wish to claim a local discount for? NB. this must be over £12,000 to be eligible	£
4. What service does the business provide to Merton's residents? 5. What area does it serve?	
6. Are you relocating from another borough	YES/NO If YES, please state where you are locating from?

7. Are you moving because you need additional premises to expand?	YES/NO If yes will this lead to additional jobs and if so how many?
8. Are you a starting up a new business?	YES/NO If yes how many people are/will be employed in the business?
9. Number of persons currently employed in the business	Full-Time Part Time
10. How long have you been trading?	
11. Do you own or lease the property, how long is your lease on the property? NB you must have a minimum of one years lease on the property	OWN/LEASE Length of lease
12. Please state any other information which you consider is relevant to support your application	

Declaration

I confirm that the above property is wholly or mainly used for the following purpose(s):

.....
.....
.....
.....

Subsidy Control (formerly known as State Aid)

Declaration for (Please insert name and business rates account no)

.....

Some business rates discretionary relief are a form of Subsidy, as a local authority we seek only to provide relief that falls below the Minimal Financial Assistance (MFA) thresholds, the Subsidy Control Act allows an economic actor (e.g. a holding company and its subsidiaries) to receive up to £315,000 in a three-year period (consisting of the current and the two previous financial years).

Please complete and sign the following, your application will not be considered without this form being completed

Subsidy Limit Trade and Co-operation

Agreement 1. Providing discretionary relief to ratepayers is likely to amount to a subsidy. Any relief provided by Local Authorities will need to comply with the UK's

domestic and international subsidy control obligations (see the BEIS guidance for public authorities which explains the subsidies chapter of the UK-EU Trade and Cooperation Agreement (TCA), World Trade Organisation rules on subsidies, and other international subsidy control commitments).

Minimal Financial Assistance (MFA)

2. To the extent that a local authority is seeking to provide relief that falls below the Minimal Financial Assistance (MFA) thresholds, the Subsidy Control Act allows an economic actor (e.g. a holding company and its subsidiaries) to receive up to £315,000 in a three-year period (consisting of the 2023/24 year and the two previous financial years). MFA subsidies cumulate with each other and with other subsidies that fall within the category of ‘Minimal or Services of public economic interest (SPEI) financial assistance’. BEIS COVID-19 business grants and any other subsidies claimed under the Small Amounts of Financial Assistance limit of the Trade and Cooperation Agreement should be counted under the £315,000 allowance

Declaration regarding Subsidy Limit :

Has your organisation exceeded the UK Subsidy Allowance limits (which replaced the previous EU State Aid Limit) as outlined above for any period for which discretionary rate relief is being sought?

Yes / No

SignedPrint Name.....
Date

DATA PROTECTION – Personal information held for Business Rate purposes will be held and used in accordance with the requirements of the Data Protection Act 2018. To assist the Council in the prevention and detection of fraud so that it can protect the public funds it administers, the Council may use information provided for Business Rate purposes within this Authority for data matching purposes. It may also data match information provided for Business Rate purposes with other public bodies that regulate, administer or are in receipt of public funds for the purposes of the prevention and detection of fraud.

Should your circumstances change in the future so that your organisation no longer meets the qualifying criteria, you must notify us immediately so that the discount can be removed from the date the change occurred.

By signing the application form you agree that, to the best of your knowledge, the information contained on the form is complete and is not false. Wilfully making a false statement on the application form is an offence and may result in us taking legal action against you.

Name: Signature: Date:
Position in Organisation:
Telephone: Email: